

**NOVATO UNIFIED SCHOOL DISTRICT**  
**REGULAR Meeting of the Board of Trustees**

June 14, 2016 6:00 PM

Novato Education Center - 1015 Seventh Street, Novato, CA 94945

**Attendance Taken at 6:00 PM:**

Present:

Ms. Maria Aguila  
Mrs. Debbie Butler  
Mr. Thomas Cooper  
Mr. Derek Knell  
Mr. Gregory Mack  
Mr. Ross Millerick  
Mrs. Shelly Scott

**1. CALL TO ORDER AND ROLL CALL - 6:00 p.m.**

President Knell called the Board meeting to order at 6:00 p.m.

**2. CLOSED SESSION AGENDA**

**3. CLOSED SESSION ANNOUNCEMENT/RECESS TO CLOSED SESSION - 6:02 p.m.**

**3.a. ANNOUNCEMENT:** Prior to adjourning into closed session, a representative of the legislative body must orally announce items to be discussed. Individuals may address the Board on these items of the agenda.

**3.b. With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54956.9: Insurance Claim 507286 Against the District**

**3.c. With respect to every item of business to be discussed in closed session pursuant to Ed Code Section 48918 (c): Consider Administrative Panel's Recommendation for Expulsion - Student # 61360**

**3.d. With respect to every item of business to be discussed in closed session pursuant to Ed Code Section 48918 (c): Consider Administrative Panel's Recommendation for Expulsion - Student # 61721**

**3.e. With respect to every item of business to be discussed in closed session pursuant to Gov Code Sections 54957 and 54957.6: Conference with Labor Negotiators (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: Novato Federation of Teachers**

**3.f. With respect to every item of business to be discussed in closed session pursuant to Gov Code Sections 54957 and 54957.6: Conference with Labor Negotiators (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: California School Employees Association (CSEA)**

**3.g. With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54957: Public Employees Discipline/Dismissal/Release**

**3.h. With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54956.9 Subdivision (d)(1): Conference with Legal Counsel - Existing Litigation: Rick Tucker v. Shalee Cunningham, Donald Scioli, NPAT, Inc., Novato USD, City of Novato; Civil Case No 1401954 - Update / Resolution**

#### **4. PUBLIC COMMENT ON CLOSED SESSION AGENDA**

None

#### **5. CALL TO ORDER AND ROLL CALL - 6 7:00 p.m.**

President Knell called the Board meeting to order at 7:05 p.m.

##### **5.a. Pledge of Allegiance**

#### **6. ANNOUNCEMENT OF REPORTABLE ACTION/CLOSED SESSION - 7:04 p.m.**

##### **6.a. Board Action in closed session must be reported in open session**

Vice-President/Clerk Cooper reported on action taken in closed session:

- With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54956.9: Insurance Claim 507286 Against the District - direction given to staff
- With respect to every item of business to be discussed in closed session pursuant to Ed Code Section 48918 (c): Consider Administrative Panel's Recommendation for Expulsion - Student # 61360

**Motion Passed:** A motion to expel for one (1) year Student # 61360 passed by a vote of 7 ayes, 0 nays. Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

- With respect to every item of business to be discussed in closed session pursuant to Ed Code Section 48918 (c): Consider Administrative Panel's Recommendation for Expulsion - Student # 61721

**Motion Passed:** A motion to expel for one (1) year Student # 61721 passed by a vote of 7 ayes, 0 nays. Passed with a motion by Mrs. Debbie Butler and a second by Mrs. Shelly Scott.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

- With respect to every item of business to be discussed in closed session pursuant to Gov Code Sections 54957 and 54957.6: Conference with Labor Negotiators (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: Novato Federation of Teachers - discussion only.
- With respect to every item of business to be discussed in closed session pursuant to Sections Gov Code Sections 54957 and 54957.6: Conference with Labor Negotiators (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: California School Employees Association (CSEA) - discussion only
- With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54957: Public Employees Discipline/Dismissal/Release - no discussion
- With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54956.9 Subdivision (d)(1): Conference with Legal Counsel - Existing Litigation: Rick Tucker v. Shalee Cunningham, Donald Scioli, NPAT, Inc., Novato USD, City of Novato; Civil Case No 1401954 - Update / Resolution - direction given to staff

## **7. APPROVAL OF AGENDA - 7:06 p.m.**

### **7.a. Approval of Agenda**

**Motion Passed:** A motion to approve the Agenda passed by a vote of 7-0. Passed with a motion by Mrs. Shelly Scott and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

## **8. PUBLIC COMMENT ON CONSENT AGENDA - 7:08 p.m.**

**8.a. Individuals may address the Board in accordance with the Public Comment statement on the last page of the agenda.**

None

## **9. APPROVAL OF CONSENT AGENDA - 7:08 p.m.**

Trustee Scott requested Consent Item "15.m" - *Approve Resolution No. 18-2015/2016*

Opening Fund 17: Special Reserve Fund for Other than Capital Outlay Projects, be pulled for discussion.

**9.a. All Consent items approved by a single action**

**Motion Passed:** A motion to approve the Consent Agenda, except Item "15.m" - Approve Resolution No. 18-2015/2016 Opening Fund 17: Special Reserve Fund for Other than Capital Outlay Projects, passed by a vote of 7-0. Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**10. ANNOUNCEMENTS: BOARD AND SUPERINTENDENT - 7:15 p.m.**

**10.a. Questions, Comments and Announcements: Board and Superintendent**

**TRUSTEE ANNOUNCEMENTS:**

- PBL (Project Based Learning) World, Napa, CA on June 13
- Award ceremonies, promotions and graduations for: San Marin, Novato High, Marin Oaks High, NOVA, Adult Education, Sinaloa, San Jose, and Hamilton schools
- Novato High School Safe Grad night
- Novato Blue Ribbon Coalition for Youth ceremony recognizing Corrine Mulreath, NUSD Healthy Novato Coordinator, Bill Welch, Coalition Co-Chair, and Jessica Siegel, for coordinating the event on June 10.
- Reclassification Ceremony for English learners on May 23 at Novato High School
- Golden Bell Ceremony on May 26 at the Dominican University
- Trustees commended NUSD Cabinet and staff, Novato High School staff, and community partners for their support and outreach during the tragedy involving two Novato High School students.
- On June 13 a memorial service was held for Edwin Josue Ramirez Guerra, Novato High School student
- Novato High School JROTC involvement during the Memorial Day services on May 30
- Novato High School JROTC's 50th anniversary will be next year

**SUPERINTENDENT ANNOUNCEMENTS:**

- Memorial service for Edwin Josue Ramirez Guerra on June 13, and appreciation was expressed for the outreach to the father by Cynthia Angelicola, Novato High School Community Liaison, Melissa Diaz, NUSD English Learner Coordinator, and Karin Jinbo for mental health services.
- A debriefing meeting with the City of Novato, Novato Police Department and the Sheriff's Department about the Novato High School tragedy included a focus on keeping all schools and students safe.

- Colored Guards were at every single graduation event
- A special recognition for Ruthanne Bexton who is retiring, and appreciation was expressed for her service and commitment to students and staff.

## **11. NON-AGENDA PUBLIC COMMENT - 7:20 p.m.**

### **11.a. Individuals may address the Board in accordance with the Public Comment statement on the last page of the agenda.**

A parent commented on having Athletic Directors certified in CPR with AED.

## **12. STAFF REPORTS - 7:25 p.m.**

### **12.a. 2016-2017 Local Control and Accountability Plan (LCAP) - 7:25 p.m.**

Julia Kempkey, Director of Curriculum and Instruction, reported on the 2016-2017 Local Control and Accountability Plan (LCAP). California school districts are required to prepare a Local Control and Accountability Plan (LCAP) to accompany the District budget. This is a three-year plan, updated annually. The LCAP is designed to be a comprehensive planning tool that outlines the District's goals with specific action plans and identified costs.

District goals must address three (3) required State Priorities: A) Conditions of Learning, B) Pupil Outcomes and C) Engagement, and meet eight (8) essential state elements. The Novato Unified School District (NUSD) 2015- 2016 LCAP included ten (10) goals. These goals were combined and renumbered to more closely match the three (3) State areas, resulting in three goals for the NUSD 2016-2017 year. A summary of the strategies were outlined in the LCAP "Short Version" (TABLE B). In addition, an overview of the core and supplemental programs were outlined in the LCAP Supplemental and Core Services (TABLE A). Each of the three goals has a plan for 2015-2016, 2016-2017, and 2017-2018. The Annual Update for NUSD's 2015-2016 plan year was included in the document.

Supplemental LCFF funds for 2016-2017 are estimated at \$3,815,017. The District is required to demonstrate that increased or improved services from these supplemental funds are 6.64 % of Core instructional services. As shown on Table A, NUSD is providing 7.81% supplemental services as compared to core instructional services.

As the LCAP is a three-year plan, goals and activities implemented in 2017-2018 are continued into the 2016-2017 plan year. New supplemental services for the 2016-2017 year include:

- An English Language (EL) Coordinator
- Increased Community Liaison hours and support
- Expanded Camp University ( summer program)
- Expanded contract for services with the National Equity Project
- Expanded contract for services for English Language Development Program to include Middle School as well as High School (Kevin Clark)
- Increased services related to Mental Health counselors

- Data System to support data-driven decision making
- Release time for staff training for English Language Development training and Equity
- PIQE: Parent Institute for Quality Education

The required Public Hearing was held at the June 14, 2016 Board meeting in order to receive public comments on the District's LCAP. Final adoption of the LCAP will be presented to the Board of Trustees at the June 21, 2016 Board meeting.

### **12.b. 2016-2017 Preliminary General Fund Budget - 7:45 p.m.**

Karen Maloney, Assistant Superintendent, and Nancy Walker, Director of Fiscal Services, shared a PowerPoint presentation on the 2016-2017 Preliminary General Fund Budget which included:

- Funding STRS/PERS increases
- LCAP recommendations
- Tech II reorganization plan
- EL Instructional Coach (2 FTE - Title III Funds)
- Maintaining lower class size
- Full time Athletic Director at each high school
- Funding for 5% salary increase for Novato Federation of Teachers and Unrepresented Groups which include: Management, Supervisors and Confidential, and has been set aside in the budget
- Negotiations with the California School Employees Association (CSEA)

The General Fund Budget will be adjusted/updated and presented at the 45-Day revision.

### **12.c. 2016-2017 Budget Reserves - 8:05 p.m.**

In 2015, SB858 and Education Code 42127(a)(2)(B) was put into law requiring new transparency and public hearing requirements with the adoption of the annual budget. The education code requires that a public hearing be held regarding the need of reserves in excess of the State minimum required reserve. The State requires that Novato Unified School District (NUSD) maintain a minimum reserve of at least 3% of total expenditures. This is referred to as the Reserve for Economic Uncertainties.

NUSD has typically maintained a reserve of approximately 20%, with Board intent of moving to 15%. A reserve of 15% is crucial to the fiscal integrity of NUSD to provide protection against unpredictable or known factors. The following are specific factors related to the 2016-2017 year:

- Negotiations with NFT and Unrepresented Groups (Management, Supervisors and Confidential) were completed with an on-going 5% increase to the salary schedules, effective July 1, 2016, resulting in a cost of \$2,400,000, which is not included in the 2016-2017 budget. These costs will be included in the 45-day revised budget presented to the Board in August 2016.
- Negotiations with CSEA will begin in late June 2016 and at time of settlement, the budget will be adjusted.

- A one-time off-the-salary-schedule payment was negotiated at \$1500 for each full-time NFT employee and \$1000 for each full-time employee in the Unrepresented Groups (Management, Supervisors and Confidential); this bonus will be paid at the end of June 2016. The 2015-2016 actuals, as presented were not updated for this settlement; as such, a reserve in the amount of \$810,000 has been established.
- Funding of LCFF is based on State economics and managed by Governor Brown. At the release of the May Revise, the California economy appeared to be slowing down and it is possible that a recession could be forthcoming. A reserve in the amount of \$2,944,205 has been established in the event that the LCFF is not funded at the target amount.
- As the District is experiencing declining enrollment, a reserve in the amount of \$1,628,160 has been established.
- Due to the significant increase in STRS/PERS contributions, the District has established a reserve in Fund 21; a transfer of \$1 million will be made in 2016-2017 and 2017-2018.
- Assigned and restricted balances above the minimum reserve are projected at \$10,232,365.

### **13. PUBLIC HEARINGS - 8:15 p.m.**

#### **13.a. 2016-2017 Local Control and Accountability Plan (LCAP) - 8:15 p.m.**

President Knell opened and closed the public hearing with no public comments.

#### **13.b. 2016-2017 Preliminary General Fund Budget - 8:20 p.m.**

President Knell opened and closed the public hearing with no public comments.

#### **13.c. 2016-2017 Budget Reserves - 8:25 p.m.**

President Knell opened and closed the public hearing with no public comments.

### **14. DISCUSSION/ACTION - 8:30 p.m.**

#### **14.a. Report on the Progress towards District Priorities and Goals - 8:30 p.m.**

Jim Hogeboom, Superintendent, reported on the progress towards District priorities and goals. The Board of Trustees established four key priorities for the 2015-16 School Year: Equity, Student Success, Staff Support and Community Involvement and Engagement. Under each of those priorities were set three SMART (Specific, Measurable, Achievable, Realistic and Time-bound) goals. Superintendent Hogeboom reported on NUSD's progress in January, and this report was an end of the year assessment on its progress towards those goals with the success on each goal, specific updates for the actions taken to achieve each goal, as well as next steps.

#### **14.b. District Priorities and Goals for 2016-17 (Draft) - 8:40 p.m.**

2016-2017 which established four key priorities for the 2015-16 School Year: Equity, Student Success, Staff Support and Community Involvement and Engagement. Under each of those priorities were set three SMART (Specific, Measurable, Achievable, Realistic and Time-bound) goals. Staff have revised and/or updated each of the 12 goals for consideration by the Board of Trustees.

Some of the recommendations by Trustees included:

- Set a goal to collaborate with College of Marin
- Track students who are taking algebra or geometry courses over and over again
- Define "diverse backgrounds"
- Measure students involved in extracurricular activities
- Measure the two-way communication outreach by Community Liaisons to students and parents.
- Measure how many Special Education students are moving from site to site

#### **14.c. Review Resolution No. 22-2015/2016 Calling for Bond Election - 8:55 p.m.**

Karen Maloney, Assistant Superintendent, Business & Operations, and Janet Mueller, Attorney, DWK, reported on Resolution No. 22-2015/2016 Calling for a Bond Election on the November 8, 2016 ballot. This is in alignment with the Board's interest in having facilities and learning environments that are healthy, safe, functional, well maintained, appealing, and supportive of 21st Century learning. The resolution and attachments will be brought back to the Board, with any requested changes, on June 21, 2016 for possible approval.

A request was made to have Karen Maloney, Assistant Superintendent, Business & Operations, send the Trustees information on assessed valuations.

#### **14.d. Ratify Tentative Agreement with the Novato Federation of Teachers (NFT) to Settle Negotiations for 2016-2017 - 9:15 p.m.**

Kris Cosca, Assistant Superintendent, Human Resources, reported on the Tentative Agreement with the Novato Federation of Teachers (NFT) to Settle Negotiations for 2016-2017. This agreement includes a one-time off-the-salary-schedule payment of \$1500 for full-time unit members or \$750 for those working less than full time, and a 5% salary increase to the salary schedules effective July 1, 2016. The one-time off-the-salary-schedule payment is approximately equivalent to a 2% salary increase of \$755,312, and the 5% increase to salary schedule is \$1,931,762.

The District will begin negotiations with CSEA, the Classified Bargaining unit, on June 27, 2016.



Public Comment:

Fran Rozoff, NFT Elementary Vice President, expressed gratitude for the collaboration with NUSD to settle negotiations with NFT.

**Motion Passed:** A motion to Ratify Tentative Agreement with the Novato Federation of Teachers (NFT) to Settle Negotiations for 2016-2017 passed by a vote of 7-0. Passed with a motion by Mrs. Debbie Butler and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**14.e. Approve AB1200 Public Disclosure of Collective Bargaining Agreement - Novato Federation of Teachers (NFT); Unrepresented Groups (Management, Supervisors and Confidential) - 9:20 p.m.**

Karen Maloney, Assistant Superintendent, Business & Operations, reported AB 1200 Public Disclosure of Collective Bargaining Agreement Federation of Teachers (NFT); Unrepresented Groups (Management, Supervisors, and Confidential) which resulted in a one-time off-the-salary-schedule payment in the amount of \$1,500 per full-time NFT member, and \$1,000 for each full-time Unrepresented employee, to be paid at the end of June 2016. Additionally, each group will receive an on-going 5% increase to the salary schedule beginning July 1, 2016.

The 2016-2017 salary increase will be funded with on-going LCFF (Local Control Funding Formula) funds, a 5% reduction to department budgets, health benefit savings, re-allocation of site funds, and a reduction to special education transportation. The increased LCFF funding and salary increase) will be reflected in the NUSD 2016-2017 budget at the 45-day revision in August 2016.

State law provides that the disclosure documents be presented to the Marin County Office of Education for their review and comment. They have ten (10) days after Board approval to complete that process; staff does not foresee any problem receiving their approval.

**Motion Passed:** A motion to approve AB 1200 Public Disclosure of Collective Bargaining Agreement - Federation of Teachers (NFT); Unrepresented Groups (Management, Supervisors, and Confidential) passed by a vote of 7-0. Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack

Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**14.f. Resolution No. 20-2016/2017, Reduce and/or Eliminate Classified Positions - 9:25 p.m.**

Kris Cosca, Assistant Superintendent, Human Resources, reported on Resolution # 20 - 2016/2017 - Reduce and/or Eliminate Classified Positions. The Education Code sets forth the legal guidelines and timelines by which the District must comply in order to reduce classified staff. To reduce and/or eliminate classified positions, the Board must adopt a resolution authorizing the reduction due to lack of work and/or lack of funds and notice any affected employees no later than sixty (60) days prior to the effective date of layoff.

The resolution authorizes a reduction and/or elimination due to lack of work and/or lack of funds, has been reviewed by legal counsel and was provided to the Board of Trustees as an action item in open session.

**Motion Passed:** A motion to approve Resolution # 20 - 2016/2017 - Reduce and/or Eliminate Classified Positions passed by a vote of 7-0. Passed with a motion by Mr. Ross Millerick and a second by Mr. Thomas Cooper.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**15. CONSENT: All items approved by a single action - 9:35 p.m.**

**15.a. Minutes of the Meeting of May 17, 2016 and Special Meeting of May 21, 2016**

**Motion Passed:** Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**15.b. Personnel Actions of June 14, 2016**

**Motion Passed:** Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler

Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

#### **15.c. 2016-2017 Application for Funding**

**Motion Passed:** Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

#### **15.d. Memorandum of Understanding between the Novato Unified District and the YMCA for the Camp University Summer Program from June 20 through July 21, 2016**

**Motion Passed:** Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

#### **15.e. Additional literature titles for 6th grade core classes**

**Motion Passed:** Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

#### **15.f. Approval of updated textbook for Spanish 4 and Spanish 5 Advanced Placement**

**Motion Passed:** Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila

Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**15.g. Field Trip - Hamilton K-8 School - 5th grade - Walker Creek Ranch - November 1-4, 2016**

**Motion Passed:** Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**15.h. Field Trip - Novato High School - 9-12 Grades Associated Student Body (ASB) - University of California Santa Barbara - July 12-15, 2016**

**Motion Passed:** Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**15.i. Field Trip - Olive Elementary - 5th Grade - Marin Headlands - September 12-14, 2016**

**Motion Passed:** Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**15.j. Approve Resolution No. 21-2015/2016 Determining the Use of Education Protection Account (EPA) Funds for Novato Unified School District**

**Motion Passed:** Passed with a motion by Mrs. Shelly Scott and a second by Mr.

Gregory Mack.  
Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**15.k. Approve Resolution No. 15-2015/2016 Closing Fund 61: Cafeteria Enterprise Fund and Resolution No. 16-2015/2016 Opening Fund 13: Cafeteria Special Reserve Fund**

**Motion Passed:** Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**15.l. Approve Resolution No. 17-2015/2016 Closing Fund 68: Internal Service Fund**

**Motion Passed:** Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**15.m. Approve Resolution No. 18-2015/2016 Opening Fund 17: Special Reserve Fund for Other than Capital Outlay Projects**

Trustee Scott requested Consent Item "15.m" - *Approve Resolution No. 18-2015/2016 Opening Fund 17: Special Reserve Fund for Other than Capital Outlay Projects*, be pulled for clarification on the purpose of the fund. Nancy Walker, Director of Fiscal Services, clarified the purpose of the fund.

**Motion Passed:** A motion to approve Consent Agenda Item "15.m" - *Approve Resolution No. 18-2015/2016 Opening Fund 17: Special Reserve Fund for Other than Capital Outlay Projects*, passed by a vote of 7-0. Passed with a motion by Mrs. Shelly Scott and a second by Mr. Ross Millerick.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper

Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**15.n. Approve Childcare Ground Lease Renewal for Quality Care for Kids at Lynwood Elementary**

**Motion Passed:** Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**15.o. Ratify Warrant Register for Warrants Issued May 9, 2016 through June 7, 2016**

**Motion Passed:** Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**15.p. Approve Disposal of Obsolete Property/Equipment**

**Motion Passed:** Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**15.q. Approve Disposal of Obsolete Textbooks/Instructional Materials**

**Motion Passed:** Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell

Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**16. ADJOURNMENT - 9:45 p.m.**

The meeting was adjourned at 10:24 p.m. in respect for the death of the Novato High School student and the victims of the Orlando shooting.

WITNESSED: Tom Loop, Vice President/Clerk of the Board of Trustees

Attested to on this 21<sup>st</sup> day of June 2016.